

UMATILLA MORROW RADIO & DATA DISTRICT
BOARD of DIRECTORS MEETING
Umatilla County Fire District #1, Station 23
December 7, 2021 1:30pm

Present: Director Pratt Director Kennedy
Director Roxbury Director Primmer (telephonically)

Absent: Director Matlack

Guests: Steve Surwillo, CDX Wireless (telephonically)
Danielle Mellado, Tait (telephonically)
Scott Skibness (telephonically)
Richard Stokoe, Boardman Police Department
Marlon Johnson, Day Wireless
Mike Hughes, Boardman Fire Department

Staff: Shawn Halsey, Rosanna Brown

- I. Call to Order and Recognition of Guests: The meeting was called to order at 1:30pm.
- II. Changes/Additions to the Agenda: None
- III. Business from Guests: None
- IV. Consent Agenda
 - A. Minutes of the meeting from November 2, 2021.
 - B. System Administrator's Report
 1. Unit Tracking Sheet
 2. District Income Review
 3. District Expenditures Review
 4. District Bank Statements/Checks Review
 5. LGIP

A motion to accept the consent agenda was made by Director Pratt and seconded by Director Kennedy.

Director Roxbury: Aye

Director Kennedy: Aye

Director Primmer: Aye

Director Pratt: Aye

- V. Old Business
 - A. LMR System Project Update
 1. System Issues

Shawn reported that there had been very few issues over the previous month, and many of the items were not system issues. One issue Shawn was working on was subscriber units syncing on encryption when in priority scanning. Part of the problem was that the error showed up periodically, so more testing was needed. Once the problem was identified, it would be sent to Tait. Another issue Shawn was investigating was coverage issues at the Hermiston Walmart. When keying up in priority scan, there were times the display read "not available." It had been seen on and off for a while, but not consistent enough to identify until now.

Danielle Mellado reported that, due to updates needed after functional testing with third-parties, the release of 2.18 could be expected toward the end of January instead of the end of the calendar year. After a 40 day testing, the updated will be available. The assumption was another agency would get the update before the District. The District would likely install it at the end of February.

2. Acceptance

a. Punch List Review

The punch list was provided in the Board packet. There were many small tasks to complete, but the biggest task was getting the GPS and the other push-to-talk functions to work. That was Shawn's focus for the foreseeable future. Brett explained that the cellular push-to-talk and GPS issue involved seeing the format of the data being sent, so they were able to look for it in CAD. What they expected to be looking for was not showing up. Brett was ready to work with Rod on that, as soon as Rod was available again. Scott expected that to be next week.

In response to Director Roxbury's question about acceptance, Shawn explained that the District's stance was there would be no acceptance of the system until it was working without resets and that would not be possible until after the 2.18 release was installed and tested. That would likely last through March. Director Roxbury asked how far out that put the project's acceptance, compared to the original timeline, and Shawn thought 9-12 months.

B. New Site Projects

1. Pikes Peak

a. Road Improvement Agreement

Shawn received one bid for the road work to be done at Pikes Peak on 12/07/21. He sent it to the District's lawyer and planned to put it on the January meeting agenda. The site would be inaccessible until March, so there was time for feedback and changes.

b. Microwave Installation Award

The District received two bids for the microwave installation work. The bid from Legacy Wireless Services was \$18,530. The bid from Astro Systems Corp. was \$23,046.74 and was more detailed and categorized. Shawn was not very familiar with either vendor. Legacy had bid on District projects in the past but had not been selected. Shawn had not heard of Astro before this. They were informed of the request for bids through Nokia.

In response to Director Roxbury's question, Shawn explained that building a tower would be a prevailing wage job, but that this job was installing equipment on an existing tower so it was not. Shawn had a hard time making a recommendation because he had not worked with either vendor before.

Marlon Johnson noted that Legacy had done work in the area, including at Benton County Emergency Services.

A motion to accept the bid from Legacy Wireless Services, in the amount of \$18,583.00, was made by Director Pratt and seconded by Director Kennedy.

Director Roxbury: Aye

Director Kennedy: Aye

Director Primmer: Aye

Director Pratt: Aye

c. Ukiah

Shawn was waiting on testing for backhaul options at Ukiah. A satellite link from Ukiah to Pendleton might be a good option for a backup connection. The primary connection still needed testing and that could not be done until the spring, probably May.

Shawn explained that the satellite service connection would have a monthly fee. This type of connection could be done on a multicast, independent site. It would not work with a simulcast site. Shawn thought the connections should work, but testing would have to be done. In response to Director Roxbury's question, Brett reported that StarLink was \$100 per month. Shawn expected to put out a Request for Bids in the new few months.

VI. New Business

A. Safety Review

There were no safety concerns to report.

Due to Covid numbers falling, the District staff was working back in the office and the board meeting was held in person. Umatilla County's positivity numbers were slightly higher than the state rate, so Shawn would continue to watch them. The new variant of the virus had not been seen in Oregon yet.

In response to Director Roxbury's question, Shawn reported that the District vehicles had traction tires that worked very well in winter weather. The District did not have chains.

Umatilla Electric Cooperative offered the District the potential use of a snowcat.

VI. Open Discussion

The SDAO conference was announced and set for February 10-13, 2021. It would be held in person in Eugene and masks would be required. Members also had the option of attending virtually. Shawn asked the Board to inform him if any directors were interested in attending.

In response to Richard Stokoe's question about new programs, Shawn reported that he would program the BPD portables soon. Morrow County Sheriff's Office was almost done. It was done by OTAP. He noted that larger agencies took longer to complete, due to locating radios, turning them on, and running the download. He thought Boardman would be done pretty quickly, then he'd move on to Umatilla. He sent the program out by agency. In response to Director Roxbury's question, Shawn explained that he could not have multiple pages of OTAPs needing to go, because it slowed down the system and caused errors. He also could not plan out a schedule ahead of time, because it was too complicated to do more than one agency at a time.

Mike Hughes informed Shawn that Boardman Fire needed a mobile.

Shawn reported that an order of radios, for Umatilla Electric Cooperative, came in the previous week. That order had been placed in July. There were supply chain issues, so it was difficult for the vendors to get parts.

VII. Adjourn

A motion to adjourn the meeting at 1:57 was made by Director Kennedy and seconded by Director Pratt.

Director Roxbury: Aye

Director Pratt: Aye

Director Kennedy: Aye

Director Primmer: Aye

Next Meeting: December 7, 2021

1:30pm

Location: Boardman City Hall